



ALABAMA DEPARTMENT OF TRANSPORTATION

Bureau of County Transportation

1409 Coliseum Blvd., Montgomery, Alabama 36110-2060

Phone: (334) 242-6206 FAX: (334) 353-6530

Internet: <http://www.dot.state.al.us>



Bob Riley
Governor

Joe McInnes
Transportation Director

December 14, 2007

MEMORANDUM 2007-24

To: County Engineers

Cc: Division County Transportation Engineers

From: 
Ed Phillips, P.E. State County Transportation Engineer

Reference: *Guidelines for Removing Projects from the
ALDOT Annual Maintenance Inspections*

Please find attached a copy of the approved and executed *Guidelines for Removing Projects from the ALDOT Annual Maintenance Inspections*. Please be advised that these guidelines are now in effect. Following the next round of inspections, applications for projects to be removed may be accepted.

Mr. Don Harris, Assistant State County Transportation – Maintenance should be your primary point of contact in this office for questions or comments concerning this matter.

DEP/dep

Pc: Mr. Joe McInnes, Transportation Director
Mr. Mark D. Bartlett, FHWA Division Administrator
Mr. Don Vaughn, P.E., Chief Engineer/Deputy Director
Mr. Don Arkle, P.E., Assistant Chief Engineer, Policy & Planning
Mr. Buddy Sharpless, ACCA
File

ALABAMA

Department of Transportation

Guidelines for Removing Projects from the ALDOT

Annual Maintenance Inspections

Proposed by ACEA:

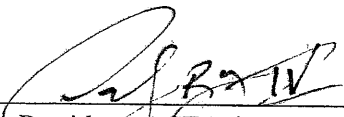
Adopted by the Alabama County Engineers Association on

11/1/07
Date

Adopted by the Alabama County Commission Association on


11/14/07
Date

Recommended for Approval:



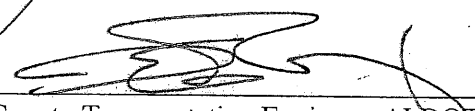
President, ACEA

11/1/07
Date



President, ACCA

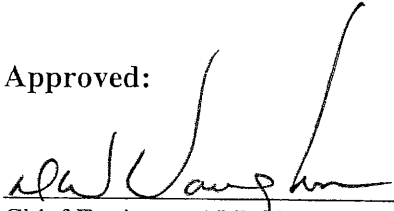
11/14/07
Date



County Transportation Engineer, ALDOT

12/3/07
Date

Approved:



Chief Engineer, ALDOT

12/13/07
Date

Guidelines for Removing Projects from the Alabama Department of Transportation (ALDOT) Annual Maintenance Inspections

All projects that have been constructed by agreement with ALDOT using state or federal funds are reviewed annually with representatives from the county, the ALDOT Division Office and/or the ALDOT Central Office. The purpose of these inspections is to ensure that the investment made by the State of Alabama and/or the Federal Government is being protected by the county. These projects are scored based on the grading guide adopted by ALDOT. Should a county project be considered unsatisfactory for three consecutive years, the county will be subject to losing future State and/or Federal funding until the project is repaired to a satisfactory status.

Before any county can request consideration for a project to be removed from the ALDOT Annual Maintenance Inspection, at least one representative from the county must have attended the ALDOT Training Course for Grading County Roads. In addition, the county representative must attend a refresher course at least once every two years.

There may be projects within each county that have out lived their useful life, are now under the maintenance responsibility of a municipality, or otherwise are considered candidates for removal from the ALDOT Annual Maintenance Inspection. **The county or municipality will be expected to maintain these projects as any other road under their jurisdiction; however these projects would no longer be reviewed by ALDOT. Removal of these projects from the ALDOT Annual Maintenance Inspection in no way relieves the County or municipality from any maintenance responsibilities assigned to them by law.**

The following types of county projects may be considered for removal from the ALDOT Annual Maintenance Inspection within the guidelines listed below.

1. Projects within a municipality's town limits now maintained by the municipality. Maintenance responsibility of project is transferred by resolution or agreement with the municipality maintaining the project with its own forces.
2. Bridge projects that require inspection through the National Bridge Inspection Standards.
3. Other projects that for various reasons no longer serve the purpose or need for which the State or Federal funding was provided.
4. Projects that have exceeded their expected design life.

Projects that have exceeded their design life may be candidates for removal from ALDOT Annual Maintenance Inspections. Listed below is design life to be used under this program.

1. **Signing and Pavement Striping, Markings and Legends (HRRRP):** 5 years
2. **Resurfacing and widening:** 10 years
3. **Bridge:** 50 years

Projects generally **NOT** eligible for removal from the ALDOT Annual Maintenance Inspection include

1. Projects on Minor Arterials or higher classified roadways
2. Projects on Major Collectors
3. Grade, drain, base and pave projects

These types of projects may be considered for removal from ALDOT Annual Maintenance Inspections only under extreme and unusual circumstances.

PRE-APPLICATION

The County Engineer shall contact the Division County Transportation Engineer (DCTE) to review any project(s) that may be eligible under these guidelines. The County Engineer will provide the DCTE the following as part of the pre-application process:

1. The name of the project.
2. The functional classification of the project, include nature of the road (Is this a dead end road, has another road replaced this road, etc.).
3. Dimensions of the road (length, normal width).
4. Provide a history of the road, including any maintenance performed.
5. Show how the project was originally funded, what funds has the County used to maintain this project?

The DCTE will review the information submitted. If the project is determined to be eligible for consideration, the DCTE shall notify the County Engineer to submit an application in accordance with these guidelines.

APPLICATION

The County Engineer shall prepare an application providing the following information and any other information supporting the request to be removed from the ALDOT Annual Maintenance Inspection Reports.

1. Resolution with link-node map and a location map.
2. Functional Classification.
3. Last five years ALDOT Maintenance Inspection Grading Reports.
4. Traffic data including estimated ADT at the time the project was initiated and the estimated ADT at the time of the request to be removed.
5. Accident data covering the last three years.
6. History of the project.
7. Original funding used to construct the project.
8. Funding sources to maintain the project.
9. Dimensions of the road.
10. Rationale for removal from the ALDOT Annual Maintenance Inspection Reports. (Is it a local road, located on a dead end, was part of a relocation project, etc.).
11. Usefulness of this road in relation to other county routes.
12. Current ABIMS BI-5 and BI-6 (for Bridge Projects).

The application should include a concurrence page with recommendations from the County Engineer and the DCTE and signature blocks for the Division Engineer, the State County Transportation Engineer and the Chief Engineer.

SUBMITTAL

The County Engineer shall forward the Application package to the DCTE for review. The DCTE may request additional information from the county to make his/her determination as to whether or not to recommend approval of the request. If the DCTE recommends approval, the DCTE shall sign the Application and submit it to the Division Engineer for approval. The DCTE shall submit the Application to the State County Transportation Engineer for further review. If the DCTE does not recommend approval the DCTE shall forward the Application to the State County Transportation Engineer and give reason(s) for not recommending approval.

Once the State County Transportation Engineer receives the Application he/she may request additional information from the county to make his/her determination as to whether or not to recommend approval of the request. If the State County Transportation Engineer recommends approval the State County Transportation Engineer shall sign the Application and submit it to the Chief Engineer. If the State County Transportation Engineer does not recommend approval the State County Transportation Engineer shall return the Application to the DCTE and give reason(s) for not recommending approval.

Once the Chief Engineer receives the Application he/she may request additional information from the county to make his/her determination as to whether or not to approve the request. If the Chief Engineer approves the request the Chief Engineer shall sign the Application and return it to the State County Transportation Engineer. The State County Transportation Engineer shall return a signed copy of the request to the DCTE. The DCTE shall return a signed copy of the request to the County Engineer.

APPENDIX
APPLICATION FORM

Date

Name

Division County Transportation Engineer
Alabama Department of Transportation

Address

Re: Request for Removal from ALDOT Annual Maintenance Inspections

Project

County

Dear *Name*;

Please find below our request to remove *project* from the ALDOT Annual Maintenance Inspections. This request is in accordance with the latest edition of the Procedures for Removing Projects from the ALDOT Annual Maintenance Inspection Guidelines.

Please feel free to contact this office should you have any questions or comments concerning this request.

COUNTY RESOLUTION INCLUDED: (INCLUDE LINK-NODE AND LOCATION MAP)	YES	NO
---	-----	----

LAST FIVE YEARS ALDOT MAINTENANCE INSPECTION GRADING REPORTS INCLUDED:	YES	NO
---	-----	----

CURRENT ABIIMS BI-5 AND BI-6 INCLUDED: (FOR BRIDGE PROJECTS)	YES	NO
---	-----	----

CRASH DATA INCLUDED: (LATEST THREE YEARS)	YES	NO
--	-----	----

PROJECT DESCRIPTION (ROUTE AND LIMITS): *insert text*

ORIGINAL PROJECT FUNDING SOURCE: *insert text*

MOST RECENT STATE PROJECT NUMBER: *insert text*

COMPLETION DATE OF MOST RECENT STATE PROJECT: *insert text*

AGE OF MOST RECENT PROJECT: *insert text*

OTHER PROJECT HISTORY: *insert text*

FUNCTIONAL CLASSIFICATION: *insert text*

TRAFFIC DATA AT TIME OF MOST RECENT PROJECT: *insert text*

CURRENT TRAFFIC DATA: *insert text*

CRASH DATA (LATEST THREE YEARS): *insert text*

PROJECT MAINTENANCE FUNDING SOURCES: *insert text*

PROJECTS DIMENSIONS (NUMBER OF LANES, LANES WIDTHS, ETC): *insert text*

PREDOMINANT PROJECT ROUTE USES: *insert text*

REASON FOR REMOVAL REQUEST: *insert text*

This request should in no way be considered as an attempt to remove the county from its maintenance responsibility for the route and limits of this project. As a county route, the county will continue to maintain the route and limits of this project in accordance with the policies and procedures established by the county for routes of this type.

RECOMMENDED FOR APPROVAL:

BY: _____ BY: _____
COUNTY ENGINEER CHAIRMAN, COUNTY COMMISSION

CONCURRENCE:

Division County Transportation Engineer

DATE: _____

Division Engineer

DATE: _____

D.E. (Ed) Phillips, Jr., P.E.
State County Transportation Engineer

DATE: _____

D.W. Vaughn, P.E.
Chief Engineer

DATE: _____